

AGENDA

COUNCIL MEETING
Tuesday, April 24, 2018
5:30 P.M.

CITY HALL COUNCIL CHAMBERS

I. CALL TO ORDER:

II. OPEN FORUM: This is a time for any concerned citizen to speak to the Council on an item that is not on the agenda.

III. CONSENT ITEMS:

- A. 4/10/18 regular Council meeting minutes.
- B. Salaries for 2017 calendar year.
- C. Doc's Stadium Bar and Grill. Class C Liquor License.
- D. Dale Morlan - \$7.75 – will be working almost exclusively outside.
- E. Joe Benson - \$7.50 – will be working mostly inside.
- F. Set Public Hearing for 2017-2018 budget amendments.

IV. NEW BUSINESS:

- A. Consider approval of resolution of 2018 amendment to urban renewal plan for Jefferson Urban Renewal Area.
- B. Consider approval of Plat of Survey Parcel "A" Lot 1, Copeland Addition. Attached is the plat of survey for a piece of property that would be sold to Mike and Angie Healy.
- C. Consider approval of Hotel/Motel Tier III funds for Smithsonian Exhibit.
- D. Consider approval of purchase of body cameras for the Jefferson Police Department.
- E. Consider approval of Work Order No. 1 to the Professional Services Contract for Engineering Services for Jefferson Airport.
- F. Staff presentation of second phase for downtown façade program.
- G. Discussion of house rehabilitation

V. REPORTS:

- A. Mayor
- B. Engineer
- C. City Clerk
- D. Attorney
- E. City Administrator
- F. Council & Committees

VI. ADJOURN.

AGENDA SUMMARY

DATE 4/24/18

NEW BUSINESS

I. NEW BUSINESS:

- A. **Consider approval of resolution of 2018 amendment to urban renewal plan for Jefferson Urban Renewal Area.** The Planning and Zoning Commission reviewed the amendment to the urban renewal area and made the recommendation that it is consistent with the Comprehensive Plan. The description of the amendment is attached.
- B. **Consider approval of Plat of Survey Parcel "A" Lot 1, Copeland Addition.** Attached is the plat of survey for a piece of property that would be sold to Mike and Angie Healy.
- C. **Consider approval of Hotel/Motel Tier III funds for Smithsonian Exhibit.** Description attached. The request is for \$1,300.
- D. **Consider approval of purchase of body cameras for the Jefferson Police Department.**
- E. **Consider approval of Work Order No. 1 to the Professional Services Contract for Engineering Services for Jefferson Airport.** This work be for the design and grant administrative services for the relocation of 243rd St for the extension of runway 32. The cost of this work order would be \$90,000. \$81,000 of which is federal money and \$9,000 local match from the airport.
- F. **Staff presentation of second phase for downtown façade program.**
- G. **Discussion of house rehabilitation**

COUNCIL MEETING

April 10, 2018

5:30 P.M.

PRESENT: Ahrenholtz, Teeples, Sloan, Wetrich, Gordon

ABSENT: None

Mayor Berry presided.

Tori Riley reminded the Council of Relay for Life that will be held April 21, 2018 at the Community Center.

On motion by Teeples, second by Sloan, the Council approved the following consent agenda: March 27, 2018 Council Minutes and Payment of monthly bills from City funds.

AYE: Gordon, Ahrenholtz, Sloan, Teeples, Wetrich

NAY: None

This was the time and place for the Public Hearing on the 2018-1 amendment to urban renewal Plan for Jefferson Urban Renewal Area. Berry called for any oral and written comments and there were none. On motion by Teeples, second by Ahrenholtz, the council closed the Public Hearing.

AYE: Sloan, Teeples, Ahrenholtz, Gordon, Wetrich

NAY: None

Item B was removed from agenda.

On motion by Gordon, second by Wetrich, the Council approved the Pay Estimate No. 8 (final) to Pinnacle Construction for \$65,433.88 for Downtown Façade Project.

AYE: Ahrenholtz, Wetrich, Teeples, Sloan, Gordon

NAY: None

On motion by Ahrenholtz, second by Gordon, the Council approved waiving a building permit for Greene County Fair Grounds of \$350.00.

AYE: Wetrich, Teeples, Sloan, Gordon, Ahrenholtz

NAY: None

Item E was removed from agenda.

On motion by Sloan, second by Teeples, the Council approved of Hotel/Motel Tier III funds for Thomas Jefferson Gardens of \$4,000.00 until June 30, 2018.

AYE: Gordon, Sloan, Ahrenholtz, Wetrich, Teeples

NAY: None

On motion by Ahrenholtz, second by Wetrich, the Council approved of contract with Region XII Council of Governments to update the City Comprehensive Plan in the amount of \$22,000.00 from Grow Greene County awards that was received on April 3, 2018.

AYE: Sloan, Teeples, Wetrich, Gordon, Ahrenholtz

NAY: None

Mayor Craig Berry reported on meeting with Jefferson Police Department, Linn Price with Animal Protection and Education and Scott Wilson from the Animal Rescue League on animal control.

DESCRIPTION OF 2018-1 AMENDMENT:

The following projects would be added to the urban renewal plan:

1. Provide incentives to persons to make repairs and improvements to buildings in the downtown area, including repairs and improvements to roofs, exterior and interior walls, foundations, front facades, flooring, ceilings, and electrical, plumbing, and HVAC systems. The amount of tax increment revenues that may be used for this purpose shall not exceed \$150,000 for any one building and all of such projects shall not exceed \$600,000 in the aggregate for any one fiscal year.
2. Provide matching funds for façade rehabilitation projects in the downtown area, using tax increment revenues in an amount not to exceed \$300,000 in any one fiscal year.

For purposes of this Amendment the downtown area includes the portion of the Urban Renewal Area bounded on the west by Elm Street, on the north by Washington Street, on the east by the Raccoon River Valley Trail, and on the south by Harrison Street, and Block 32 in the Original Town (now City) of Jefferson.

APPLICATION FOR APPROVAL OF PLAT OF SURVEY

TO: City Council of Jefferson

The undersigned owner(s) of the land described in the attached plat of survey request the City Council of the City of Jefferson to approve the division of land reflected in the attached plat of survey pursuant to Section 166.22 of the Code of Ordinances of the City of Jefferson. The following information is submitted in support of this application:

1. A pre-application conference regarding this proposed subdivision was held with the City Administrator on 3/26/18.

2. A copy of a plat of survey prepared by ROBERT B. BILLS, an Iowa registered land surveyor, dated 4/11/18, showing the land proposed to be divided is attached to this application.

3. The purpose of this proposed division is: MIKE AND ANGIE HEALY ARE PURCHASING PROPOSED PARCEL "A".

4. The name(s), address(es) and telephone number(s) of all the owners of the land described in the attached plat are as follows:

MARILYN C. COPELAND 108 LINCOLN PLACE, JEFFERSON

5. The names and addresses of all adjoining property owners are set forth below, and the approximate locations of their properties are shown on the attached plat.

MICHAEL J. AND ANIGNE LOUISE HEALY - 1107 W. LINCOLNWAY JEFFERSON

LUCAS S. AND HEATHER R. SHIPLEY - 110 LINCOLN PLACE JEFFERSON

ANDREW & DIANE FOSTER (REV. FAMILY TRUST II) - 1205 W. LINCOLNWAY JEFFERSON

CITY OF JEFFERSON 226 N. CHESTNUT JEFFERSON

6. (a) The existing zoning classification of the property covered by the plat is RS-6. (There is no pending plan or proposal to change this zoning classification. It is proposed that the zoning classification of this property be changed to NONE.)

(b) The zoning classification(s) for the adjoining properties is/are as follows: RS-6 / RS-10. (There is no pending plan or proposal to change any zoning classification for any of the adjoining properties. It is proposed that the zoning classification of adjoining property be changed to NONE.)

7. (Check applicable paragraph:)

There are no structures located on the property proposed to be divided.

There are one or more structures located on the property proposed to be divided, and the location of such structures and their distance from existing and proposed boundary lines has been shown by a registered land surveyor either on the attached plat or on a separate drawing attached to this application.

INDEX LEGEND

COUNTY: GREENE

DESIGNATION: PARCEL "A" OF LOT 1

LOCATION: COPELAND ADDITION, CITY OF JEFFERSON

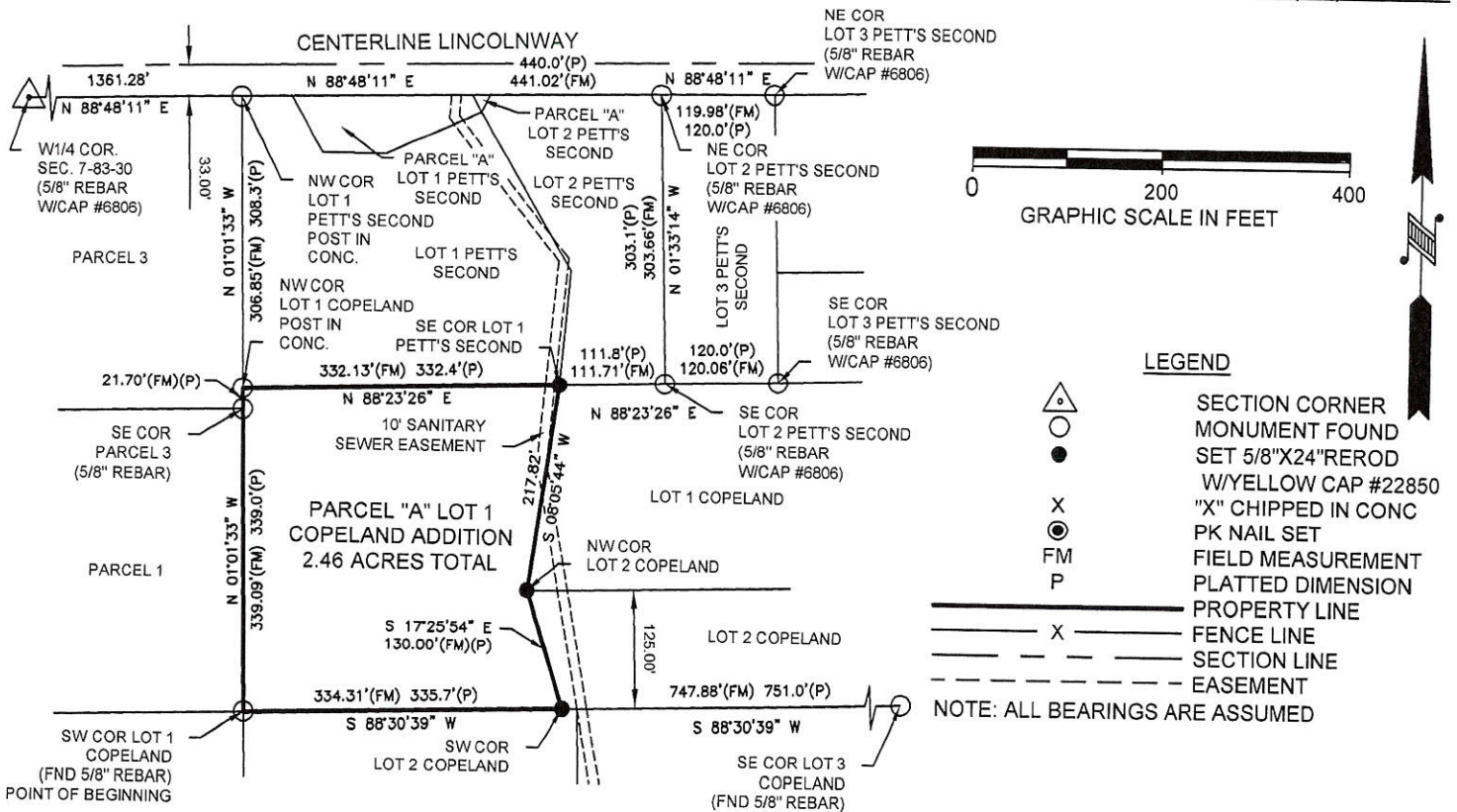
SITE ADDRESS: N/A

OWNER: MARILYN C. COPELAND

SURVEY REQUESTED BY: MIKE HEALY

SURVEYOR: ROBERT B. BILLS

PREPARED BY AND RETURN TO: ROBERT B. BILLS CENTRAL IOWA SURVEYING, LLC P.O. BOX 67 JEFFERSON, IOWA 50129 (515)370-2399



FIELD NOTES:

A TRACT OF LAND LOCATED IN LOT 1 OF COPELAND ADDITION TO THE CITY OF JEFFERSON, GREENE COUNTY, IOWA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 1 OF COPELAND ADDITION; THENCE N01°01'33"W ON THE WEST LINE OF SAID LOT 1 OF COPELAND ADDITION, A DISTANCE OF 339.09 FEET TO THE NORTHWEST CORNER OF SAID LOT 1 OF COPELAND ADDITION ALSO BEING THE SOUTHWEST CORNER OF LOT 1 OF PETT'S SECOND ADDITION IN SAID CITY OF JEFFERSON; THENCE N88°23'26"E ON THE NORTH LINE OF SAID LOT 1 OF COPELAND ADDITION ALSO BEING THE SOUTH LINE OF SAID LOT 1 OF PETT'S SECOND ADDITION, A DISTANCE OF 332.13 FEET TO THE SOUTHWEST CORNER OF SAID LOT 1 OF PETT'S SECOND ADDITION; THENCE S08°05'44"W, A DISTANCE OF 217.82 FEET TO THE NORTHWEST CORNER OF LOT 2 OF SAID COPELAND ADDITION; THENCE S17°25'54"E ON THE WEST LINE OF SAID LOT 2 OF COPELAND ADDITION, A DISTANCE OF 130.00 FEET TO THE SOUTHWEST CORNER OF SAID LOT 2 OF COPELAND ADDITION; THENCE S88°30'39"W ON THE SOUTH LINE OF SAID LOT 1 OF COPELAND ADDITION, A DISTANCE OF 334.31 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL SHALL HEREAFTER BE KNOWN AS PARCEL "A" OF LOT 1 OF COPELAND ADDITION TO THE CITY OF JEFFERSON, GREENE COUNTY, IOWA.

THE ABOVE DESCRIBED PARCEL CONTAINS 2.46 ACRES AND IS SUBJECT TO ANY AND ALL EASEMENTS...



GENERAL NOTES:

1. CITY OF JEFFERSON UTILITY LINES (SANITARY SEWER, STORM SEWER, AND WATER) ARE ONLY GENERALLY LOCATED. UTILITY SERVICES BY OTHERS ARE NOT SHOWN. "ONE CALL" SHOULD BE CONTACTED PRIOR TO ANY CONSTRUCTION ACTIVITIES.
2. AERIAL PHOTO IS ONLY APPROXIMATED TO PROPERTY LINES.



Description of project. Jefferson Matters: Main Street and the Greene County Historical Museum are sponsoring the Smithsonian Institution's traveling exhibit entitled "HomeTown Teams" from August 11 – Sept. 23 in Jefferson at the Museum. This exhibit is a true Smithsonian exhibit with interactive displays that will be housed in the front space of the museum for at least 25 hours/week. This will be staffed by volunteers. A number of committees are in place for activities leading up to the date of the exhibit. Contacts to surrounding school districts have been made to draw in tours. We anticipate groups of people visiting the community to view the exhibit but also to enjoy the other attractions, restaurants, and various shopping. We have appreciated the financial help with the cost (\$1,500) of bringing this Smithsonian exhibit to Jefferson and \$400 that we have used to purchase a banner and magnets for promotion thus far. The banner has been hanging in the Masonic Lodge with the various sports displays since January 2018 and will be used during the Bell Tower Festival. We also plan to make a photo booth promoting the Smithsonian exhibit to be used at the Bell Tower Festival and RAGBRAI. The magnets have been handed out already but will also be given at the Festival.

Our next task is working on publicity with the HomeTown Teams committee making contacts with all of our local media – Raccoon Valley Radio, GreeneCountyNewsOnline, Jefferson Bee & Herald and the Scranton Journal for costs to publicize during the six weeks the exhibit is in town and the week prior to it. This would be a total of 7 weeks. We would also like to have our local Channel 9 display the hours that the exhibit is open. We have decided to spend \$275 in each of the 4 local media to publicize the dates and hours regularly and \$200 to display hours on Channel 9. We are requesting funds for this publicity.

AGENDA

WATER/SEWER, STREET/SANITATION COMMITTEES TUESDAY, APRIL 17, 2018, 12:00 NOON JEFFERSON CITY HALL

I. SEWER

II. WATER

- A. Water account deposits.
- B. Utilizing Income Offset Program for collections

III. STREETS

- A. Mosquito Control
- B. Highway 4 resurfacing
- C. East Lincoln Way entryway update.
- D. Walkway to Greenwood update.
- E. Overview of street improvements planned for 2018.

IV. SANITATION/RECYCLE

Jefferson Park & Recreation Commission AGENDA

Wednesday April 18, 2018

12:00 pm Greene County Community Center

- I. Call to Order
- II. Roll Call
- III. Open Forum: This is a time for any concerned citizen to speak to the Board on an item that is not on the agenda. (Limit 3-5 minutes).
- IV. Approval of minutes for March
- V. Approval of bills for March 15-April 15
- VI. Old Business
 - a. Greene County Community Center 20 year celebration
 - b. Timber Management program
- VII. New Business
 - a. Ideas for old gym floor
 - b. Board evaluation of Director
- VIII. Reports
 - a. Wellness Report
 - b. Program Report
 - c. Directors Report
 - d. Parks Report
- IX. Adjournment-Next meeting Wednesday, May 16, 2018 at noon at the GCCC